

ACTION FORM

PROCEEDING Council Meeting	
DEPARTMENT OF ORIGIN: Town Hall	DATE SUBMITTED: 03/22/19
PREPARED BY: Teresa Tieman	
SUBJECT: Planning Services for Fenwick Island Commercial District	
REFERENCE:	
RELATED PROJECT:	
REVIEWED BY: Teresa Tieman	
EXHIBITS: Draft Engagement Letter and Proposal	
EXPENDITURE REQUIRED: \$Not to exceed \$25,000	AMOUNT BUDGETED: Not Budgeted
FUNDING SOURCE (Dept./Page in CIP & Budget): Realty Transfer Tax Reserve	
TIMETABLE: 3-4months May through August	
RECOMMENDED ACTION: Approve the request for not to exceed \$25,000 and begin the study	

BACKGROUND AND ANALYSIS

Fenwick Island has struggled with an aged zoning code which needs thoughtful review and updating. In December, we reviewed our situation with Mr. Jeff Schoellkopf, Architect and Planner for JSD, Inc. Mr. Schoellkopf assisted Bethany Beach and Ocean City Maryland with their design guidelines. He submitted a proposal for our review.

The proposal consists of three primary efforts:

1. Explore possible design guidelines for the commercial districts along Coastal Highway, including a first step, the development of an "image bank" of references of historic, traditional and desirable contemporary building and site designs.
2. Conceptual and schematic design studies of possible model buildings and site planning in the commercial areas.
3. Zoning analysis to recommend possible changes to the ordinance to achieve more desirable outcomes once 1 and 2 are reviewed.

These studies are assumed to be completed in roughly a three to four-month period.

Please refer to the draft engagement letter and proposal for more details.



The Town of Fenwick Island

800 Coastal Highway, Fenwick Island, DE 19944-4409

302-539-3011 ~ 302-539-1305 fax

www.fenwickisland.delaware.gov

NOTICE

**On March 22, 2019, the Fenwick Island Town Council
Passed the Following Resolution #95-2019
Earth Day 2019**

Whereas, the global community now faces extraordinary challenges such as environmental degradation, climate change, food and water shortages, and global health issues; and

Whereas, all people, regardless of race, gender, income, or geography, have a moral right to a healthy, sustainable environment; and

Whereas, it is understood that the people of Fenwick Island must step forward and take action to create positive environmental change to help combat the aforementioned global challenges; and

Whereas, a sustainable environment can be achieved on the individual level through educational efforts, public policy, and consumer activism campaigns; and

Whereas, Earth Day is an opportunity to increase environmental awareness, and broaden support for environmentally sound policies;

Therefore, the Town Council of the Town of Fenwick Island do hereby proclaim April 20, 2019 to be Earth Day in Fenwick Island. I encourage all residents to join the Town Council in celebrating the earth as we continue to build a thriving community of residents empowered for environmental protection.

Attest: _____
Linda Martin, Town Clerk

Eugene N. Langan, Mayor

Bernie Merritt, Council Secretary

I, Bernie Merritt, Secretary of the Town Council of the Town of Fenwick Island, Delaware, do hereby certify that the foregoing is a true and correct copy of the Resolution passed by the President and Council at a meeting on March 22, 2019, at which a quorum was present and voting throughout and the same is still in force and effect.

Date

Bernie Merritt, Council Secretary



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NOTICE

**On March 22, 2019, the Fenwick Island Town Council
Passed the Following Resolution #96-2019
Arbor Day 2019**

Whereas, J. Sterling Mortin established the first Arbor Day on April 10, 1872 in his home state of Nebraska to urge Americans to stop misusing their natural resources and begin to practice conservation by planting trees; and

Whereas, the holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

Whereas, Arbor Day is now observed throughout the nation and the world; and

Whereas, trees can reduce the erosion of our precious topsoil by wind and water, lower our heating and cooling costs, moderate the temperatures, clean the air, produce oxygen and provide habitat for wildlife; and

Whereas, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products; and

Whereas, trees, wherever they are planted, are a source of joy and spiritual renewal; and

Whereas, the Town Council of the Town of Fenwick Island, desires to urge all citizens to plant and care for trees to gladden the heart and promote the well-being of this and future generations;

Therefore, the Town Council of the Town of Fenwick Island, on behalf of the citizens and property owners of the Town of Fenwick Island, in order to accomplish this goal, do hereby establish for this purpose, and do hereby proclaim April 26, 2019 as Arbor Day in the Town of Fenwick Island, and urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands.

Attest: _____
Linda Martin, Town Clerk

Eugene N. Langan, Mayor

Bernie Merritt, Council Secretary

I, Bernie Merritt, Secretary of the Town Council of the Town of Fenwick Island, Delaware, do hereby certify that the foregoing is a true and correct copy of the Resolution passed by the President and Council at a meeting on March 22, 2019, at which a quorum was present and voting throughout and the same is still in force and effect.

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Bernie Merritt, Council Secretary